Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**BRAJRAJNAGAR COLLEGE**
Name of the head of the Institution	**Dr. Sachidananda Boxi**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06645242156**
Mobile no.	**9437118825**
Registered Email	**bnc.78brjn@gmail.com**
Alternate Email	**rabinarayan.panigrahi6@gmail.com**
Address	**Khalia Kani**
City/Town	**Brajrajnagar**
State/UT	**Orissa**
Pincode	**768216**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Rabinarayan Panigrahi**
Phone no/Alternate Phone no.	**06645242156**
Mobile no.	**6371170729**
Registered Email	**bnciqac.78@gmail.com**
Alternate Email	**rabinarayan.panigrahi6@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://brajrajnagarcollege.ac.in/wp-content/uploads/2020/03/2017-18-REVISED-AQAR.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/College-Academic-Calender-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C++**	**66.6**	**2006**	**02-Feb-2006**	**02-Feb-2011**
2	**B**	**2.38**	**2015**	**03-Mar-2015**	**03-Mar-2020**

6. Date of Establishment of IQAC	**08-Jul-2006**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Training on Computer Learning (Off Campus)	10-Jul-2018 1	32
Awareness programme on mentoring	06-Sep-2018 1	120
Orientation of freshers on Academic ethics	05-Oct-2018 1	80
Orientation programme on Curriculum delivery	15-Feb-2019 1	51
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
State Government	RUSA	DHE(O)	2019 365	10000000
State Government	Improvement of Science Lab.	DHE(O)	2019 365	1000000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1.Providing bibliography and e resources on CBCS Syllabus.2. Conduct of class wise parents teacher meeting. 3.Provision of separate ladies hostel for girls.4. Construction of Campus road. 5.Introduction ICT Education through IIT Bombay.

View File

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Systematic lesson plan and lesson Notes, Internal semester for each department. Appointment of Contractual lecturers. Improvement of Science Lab. Feedback from Stakeholders. Celebration of National Days. Promotion of sports culture . SelfDefence for girls. Construction of Campus Road.Strengthening NSS/ Red cross activity. Conduct of student induction programme.Antragging Undertaking campaign. Conduct of extramural lectures. Blood Donation Camp.Provision for Yoga training. Awareness programme on Capacity building. Support service for ST,SC, OBC and PH category.	Lesson delivered as per plan. Conducted departmental seminar. Continuous assessment by mentors. Feedback collected and analysed . Conducted selfdefence training for girls.Observed National Days.Observed annual sports , annual function. Organised Yoga classes. Undertaken plantation and Campus cleaning programme. Conducted Antiragging campaign. Organised students induction programme. Conducted extramural lectures. Organised blood donation camp.Lab. equipment purchased. Vacancy filled through contract teachers.

[View File]

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	**11-Mar-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**30-Jan-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**SAMS for centralised admission for students. HRMS for updation salary and service particulars. PIMS a data base of teaching and non teaching staff under DHE (O). SIP a data base for updated status of teaching staff. DLI a data base for updation of information under OHEPEE for equity and excellence. CAPA a web based accounting systems for**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college adheres to the curriculum prescribed by Sambalpur University for delivery of course materials in both Theory and Practicals subjects . The classes are reflected in the College Time-Table, Lesson plans are prepared by the respective subject teachers according to the teaching hours available to them. Seminars are organized to expose the students to the core value of the topics taking students, teachers and by inviting External experts in some cases. Steps are taken to organize Equal Opportunity work shop, Gender Sensitization programme, self defense training for girls, Annual Sports. For capacity building and leadership, representations of students are ensured through the elected body of students union , where they participate in the academic and administrative affairs of the college for promotion of equity and excellence . Steps have been taken to create question banks by the departments to acquaint the students with the possible areas of study and make them prepare well for the Examinations. The college calendar prepared in the beginning of every academic year helps the students understand the time-frame of different programmes and make them prepared to meet the academic needs during the year. Due care is taken through different staff council and review meetings during the year to assess the course outcomes out of the lesson delivered and support service given. The aim remains to see that the learners benefit from the curriculum planning so as to make them self-sufficient in their career choice or employability.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Spoken Tutorial	NIL	18/01/2019	180	NIL	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	01/07/2018
BCom	NIL	01/07/2018
BSc	NIL	01/07/2018
[View File](#)		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System

BA	NIL	01/07/2018
BCom	NIL	01/07/2018
BSc	NIL	01/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	120	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	01/07/2018	Nill
	View File	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Education	45
BSc	Biological Science	12
BCom	Ecommerce	72
	View File	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback system has been introduced through structured method. Students are given SSS format in each department before the end of the courses and the responses are evaluated by a committee of senior faculty to redress the grievances of students and take necessary step to bridge the academic gap in teaching- learning. Feedback from parents, Alumni is taken in repeated intervals with regard to the support services for the students and facilities for infrastructure, library and administrative set up. The valued responses from the stake holders are initially analyzed by the principal in subsequent staff council meetings and actions taken as per the limited resources of the college. Items requiring financial matters and employment of new faculty etc. are forwarded to the Governing Body of the college for approvals.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Phy,Chem. Math. Botany. Zoology,It	128	614	93
BCom	Accounting, Business Mathematics, Management, Tax-Law	96	614	71
BA	Honours in English, Eco, Pol.Sc., Hist., Education , Odia	256	614	139
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1003	Nill	34	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
41	24	4	1	Nill	7
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a well defined proctorial system for mentoring of the students in the teaching-learning set up under the supervision of a chief tutor , selected from the faculty of senior staff. Students are grouped into a batch of 32 each and are placed under the control of a teacher-mentor. The proctorial class meets once in a week as per the allotted time-table and discuss about the over all well being of the students. Proctors are advised to keep track of the students with regard to their attendance, academic interest, co-curricular activities, sports and games etc. Steps are also taken to inculcate human values, patriotic feelings, socio- environmental awareness, community service, leadership training, fellow-feeling, in overall creating an atmosphere of man making with all round development of the students to which the proctors pay maximum emphasis. The proctors ensure that the students under his/her group develop a healthy awareness by engaging himself with the different programs of the institution and develop in him or her a healthy physic and mind.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1003	34	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
41	34	7	Nill	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NIL	Lecturer	NIL
2019	NIL	Lecturer	NIL

View File

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	HONOURS/PASS	3rd Sem	27/01/2018	01/02/2019
BSc	HONOURS/PASS	2nd Sem	01/10/2018	13/07/2019
BCom	HONOURS/PASS	2nd Sem	01/10/2018	13/07/2019
BA	HONOURS/PASS	2nd Sem	01/10/2018	13/07/2019
BSc	HONOURS/PASS	1st Sem	25/04/2019	15/05/2019
BCom	HONOURS/PASS	1st Sem	25/04/2018	15/05/2019
BA	HONOURS/PASS	1st Sem	25/04/2018	15/05/2019
BA	HONOURS/PASS	6TH SEM	02/04/2019	24/06/2019
BSc	HONOURS/PASS	6TH SEM	02/04/2019	24/06/2019
BCom	HONOURS/PASS	6TH SEM	02/04/2019	24/06/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college adopts a continuous evaluation system for the students by conducting Periodic, Half Yearly and Annual Examination. Seminars are conducted by the respective departments from time to time on the key areas of the subject taught inviting students, teachers and often with external experts. The HODs evaluate the progress of the courses in Departmental meeting and ensure timely completion of the syllabus . Remedial classes and extra classes are conducted department wise to fill the gap of the low achievers. For the over all performance of the students, mentors have been appointed to assess the performance of the students in class as well in the examination. Free-Scholarship has been introduced within the economy resources to encourage meritorious students from poor economic background to pursue their studies with success as part of academic reforms.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

> The academic calendar of the college is prepared at the beginning of each academic year focusing on the academic activities of the institution to acquaint the students with the academic programmes to be taken up during the year. The calendar mainly high lights on the numbers of teaching days , expected schedule of examination , celebration of national and international days , programs for curricular and extracurricular activities and number of holidays in between . The printed copies of the calendar is distributed to the students at the time of admission and to the staff for their reference. All the cultural programs along with the sports and games facilities of the college are reflected in the calendar for the reference of the students. After the introduction of CBCS syllabus the calendar offers a complete view of the semester examination, the patterns of question , highest marks and duration of the examination for the easy access of the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/05/2.6.1-Programme-Outcomes2018-19.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	HONOURS/PASS	159	35	23.33
UG	BSc	HONOURS/PASS	117	17	14.52
UG	BCom	HONOURS/PASS	73	15	20.54
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/Students-Satisfaction-Survey-2018-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	NIL	0	0
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	01/07/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
PhD	Dr. RUTUPARNA MOHANTY	SAMBALPUR UNIVERSITY	27/08/2018	ARTS

View File

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/07/2018

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	Nill	0
International	NIL	Nill	0

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nill

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2019	0	NIL	Nill
NIL	NIL	NIL	2018	0	NIL	Nill

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	Nill	Nill	NIL
NIL	NIL	NIL	2018	Nill	Nill	NIL
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	Nill	4	Nill	Nill
Attended/Seminars/Workshops	Nill	Nill	Nill	2
Resource persons	Nill	Nill	Nill	Nill
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
BLOOD DONATION CAMP	ALUMNI, BLOOD BANK JSG	12	60
PLANTATION PROGRAM	FOREST DEPARTMENT	8	50
MINI MARATHON	ALUMNI, YOUTH CLUB BRJN	6	40
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
EAST ZONE REPUBLIC DAY PARADE, KOLKATA	PARTICIPATION	REGIONAL DIRECTORATE OF NSS WEST BENGAL	3
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NSS	SAMBALPUR UNIVERSITY	EQUITY AND GENDER SENSITIZATION	6	70

YRC	ALUMNI	SWACHHATA WEEK	10	50
YRC	DISTRICT HEALTH OFFICE	AIDS AWARENESS	8	75
		View File		

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
		View File	

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
SOFT SKILLS	SPOKEN TUTORIAL	IIT BOMBAY	30/01/2019	31/12/2019	120
		View File			

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
OHEPEE	01/07/2018	PROMOTION OF EQUITY AND EXCELLENCE 2017-22	4
		View File	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.32	1.32

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Laboratories	Existing

Class rooms	Existing
Campus Area	Existing
[View File](#)	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Fully	NIL	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5660	3318550	228	56517	5888	3375067
Reference Books	3648	1271250	135	36395	3783	1307645

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	01/07/2018

[View File](#)

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	42	1	5	2	2	6	36	4	2
Added	1	0	0	0	0	0	0	0	0
Total	43	1	5	2	2	6	36	4	2

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	[NIL](#)

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
2	1.32	2	1.06

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college adopts a defined policy for the maintenance and utility of physical infrastructure. The construction works is done by registered contractor or Govt. agencies with the approval of GB of the college or of the sanctioning authority. The academic activities are managed by the principal aided by the staff council , administrative , academic and accounts bursars. Different committees are formed to look after grievance redressal cell , Anti ragging cell etc. The college has facilities for separate laboratory in science stream for conduct of practicals .Library is kept open from 9 AM to 5 PM for reading as well as lending purposes to students and staff. There is facility for indoor and outdoor games under the control of a PET and a sports council . There is computer facility for degree students and all sections like admission,examination and accounts with internet connection. Besides class rooms, there is an auditorium in the college for conduct of meetings and seminars. There is a separate provision for boys common room and girls common room with the facilities for electricity there on.

http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/4.4.2.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	SSG	8	6915.54
Financial Support from Other Sources			
a) National	PRERANA POST METRIC	158	79000
b)International	0	Nill	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
STUDENT PERSONAL COUNSELLING PROGRAM	20/06/2018	315	IQAC
YOGA FOR ALL	20/07/2018	255	CULTURAL ASSOCIATION
MENTORING AND MORAL ETHICS	20/07/2018	195	IQAC
SPOKEN TUTORIAL	30/03/2019	120	IIT BOMBAY
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	NIL	Nill	Nill	Nill	Nill
2019	NIL	Nill	Nill	Nill	Nill

View File

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	Nill	Nill	NIL	Nill	Nill

View File

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	426	FINAL YEAR UG	ARTS,SCIENCE,COMMERCE	NIL	NIL
2018	Nill	NIL	NIL	NIL	NIL

View File

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nill

View File

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
G.K QUIZ	COLLEGE	20
INTERCLASS CHESS TOURNAMENT	COLLEGE	25
INTERCLASS VOLLEY BALL	COLLEGE	40

TOURNAMENT		
ANNUAL DAY	COLLEGE	400
DRAWING	COLLEGE	30
ESSAY/DEBATE	COLLEGE	70
ANNUAL ATHLETIC MEET	COLLEGE	300
DANCE	COLLEGE	30
DRAMA	COLLEGE	25
RANGOLI	COLLEGE	40
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	Nill	Nill	Nill	Nill
2019	NIL	International	Nill	Nill	Nill	Nill
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is a student's union with representatives from all classes with President, Vice- President, Gen- Secretary, Dramatic Secretary and Athletic Secretary as the key functionaries with the Principal as the head and one senior most teacher as the advisor to the respective council. A budget is allocated each year annually to meet the expenditure of the students union and other bodies. The student representatives being governed by a separate bye-law, work for the development of the college particularly relating to academic and cultural matters. Few students also represent the NSS/YRC/IQAC units of the college. When, the students union is not in function, general opinion of the students are taken in meetings before the implementation of any new scheme or programme. The election/ selection of different office bearer is done once in a year annually as per the schedule fixed by Govt. of Odisha in deptt. of Higher Education.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

45

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

3

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The principal being the key functionary executes all plans and actions with regard to academic and administrative matter. One administrative bursar, one Accounts bursar and one Academic bursar have been appointed by the Principal to look into matters on his behalf. All the important files move through them and reach the concerned clerical section for compliance. All financial matters requiring government concurrence are sent to the governing body for approval. 2. There is a duly constituted staff council in the institution to assist the principal in academic, curricular and extracurricular activities. Different committees have been formed to look into the grievances of the students, student union, equal opportunity cell, anti- ragging cell, career counseling cell, Red Cross and NSS taking teachers from all disciplines. All decisions with regard to academic matters are taken in consultation with these committees. The students union formed at the college level with representation of students from almost all classes assist and advise the Principal through periodic meetings under the guidance of advisors on issues relating to academic and other support services for smooth implementation of programmes.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Being an affiliated college of Sambalpur University, the college imparts teaching as per the prescribed syllabus introduced by the University from time to time. However some senior teachers are often nominated to the syllabus committees of the University where they initiate reforms and changes in the upcoming syllabus as per feedback received from our students
Teaching and Learning	Teaching is imparted mostly through lecture-cum- discussion method. Separate laboratories are available for the conduct of practicals in science and arts stream. There has been a constant endeavour to broaden the grasp of students through periodic seminar and extempore lecture.
Examination and Evaluation	Before the final University examinations students are required to take monthly test and term examination to be eligible for filling up forms. While they are evaluated by the lecturers at the college level, the evaluation of the final examination and award of grade is done by the University where our faculties

	participate as per assignments.
Research and Development	Since it is a UG college there is no research cell. However teachers pursuing MPhil or PhD are granted study leave to complete their programs. Teachers are also allowed to attend the different refresher and orientation programs conducted by academic staff colleges in the universities of India to augment their interest in the field of research.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a central library to meet the academic needs of the students and staff. Books are issued as per a scheduled routine made by the college. The students can borrow books on text and references or can read them sitting in the library.
Human Resource Management	This college has a well established and defined administrative and academic section to look after the business of the employees and the students. There is a systematic record of files of service particulars, accounts and students matter under the custody of a clerk and supervised by bursars. The library and sports are managed by a librarian and a PET respectively under the principal as the controlling authority.
Industry Interaction / Collaboration	The local industrial sector is often invited to enlightened the students on entrepreneurship and to inculcate scientific temper among the students.
Admission of Students	SAMS (Student Academic Management System) of Govt. of Odisha . Higher Education Deptt conducts the whole process of admission of students into 3 classes annually through a centrally monitored mechanism for the state of Odisha where students with the cut off marks are allotted seats in the college. The system provides representation of SC, ST, OBC, Minorities and PWD in accordance with the reservation criteria fixed by the state government.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Brajrajnagar College, Brajrajrajnagar being funded by DHE Odisha comes under the e-governance introduced by Government of odisha , Department of Higher Education. www.dheodisha.gov.in

	, in all planning and development matters. In compliance to government acts and rules, all projects like construction, repair and innovation, recruitment of permanent and temporary staff are placed in college website for smooth execution of the scheme as per guideline. At present the college has received two projects under RUSA and OHEPEE, the compliance of which is done through web based portal of DLI.
Administration	HRMS is the regulatory portal introduced by Government for all non government colleges across Odisha to record information relating to all service matters like employment, sanction of increment, fixation of pay, casual leave , earn leave, transfer of posting , contribution to GPF/NPS/EPF and retirement benefits etc. PAR is the another system through which e-CCR of the employees maintained and submitted to higher authority.
Finance and Accounts	CAPA : The Web based accounting system has been introduced by the college to record or financial transaction like income and expenditure, fees and fine received, cheque and drafts and paid , advance received and adjusted , transaction of payment for all purchases etc. The whole process is supervised by the Account Bursar under the guidance of Principal as approved by the Governing Body fro time to time.
Student Admission and Support	Admission of the students is governed by a centralised system og SAMS Odisha and students having the cut off marks are admitted in the college.The system also ensure reservation for SC/ST/OBC/Minirity and PWD as fixed by Govt.of Odisha.
Examination	All examination matters are governed by the affiliating Universitys web portal lokseba,to manage registration,issue of admit cards, declaration of results etc .Marks awarded in internal examination are uploaded by this college through this portal.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support

Year		for which financial support provided	which membership fee is provided	
2018	NIL	NIL	NIL	Nill
2019	NIL	NIL	NIL	Nill
		View File		

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	01/07/2018	01/07/2018	Nill	Nill
2019	NIL	NIL	01/01/2019	01/01/2019	Nill	Nill
			View File			

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Online Refresher Course, ARPIT,SWAYAM	1	01/11/2018	28/02/2019	120
FDP ON AQAR AND SSR PREPARATION UNDER HRDC, SAMBALPUR UNIVERSITY	2	28/03/2019	29/03/2019	2
		View File		

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF/EPF/NPS	GPF/EPF	SSG/Post Matric/merit scholarship

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institutional accounts are regularly audited by Local Fund Audit the

authorised agency of Govt. of Odisha annually . So far as the funds from UGC and Central Govt., the accounts are audited by the registered charter accountant as per the provision of the respective sanctioning authority. At the college level , the accounts bursar supervises the whole transaction and prepares the balance sheet at the end of the year under the guidance of the principal to place it before the Governing Body for the final approval.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MCL	16	CONCRETE CAPUS ROAD

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	IQAC
Administrative	No	NIL	Yes	Governing Body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. To seek advice on infrastructure development 2. To promote students support service 3.To ensure regular attendance of the students and discipline.

6.5.3 – Development programmes for support staff (at least three)

1. Drinking water facility 2. ICT 3. Library facilities, 4.Residential quarters (under CSR scheme of MCL) 5. Supply of Laptop to teaching staff. 6. Xerox facilities

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.Conduct of Seminars by the Deptt. 2. Use of I CT in Academic and Office Set up . 3. Encouragement of teachers for FDP and research.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Repair and Renovation of old Academic	20/07/2018	20/07/2018	20/07/2018	300

	Block				
2018	Construction of Concrete Road inside college campus	20/07/2018	20/07/2018	20/07/2018	1000
2018	Completion of Ladies Hostel under RUSA	20/07/2018	20/07/2018	31/03/2019	30
2018	Upgradation of Science Laboratories	20/07/2018	20/07/2018	31/03/2019	292
2018	Meeting on successful implementation of E-Governance and ICT	03/10/2018	30/12/2018	30/12/2018	55
2018	Representation of students in Inter-College Cricket Tournament	03/10/2018	28/11/2018	30/11/2018	15
2018	Representation of students in Inter-College Athletic Meet	03/10/2018	05/11/2018	06/11/2018	7
2019	Implementation of IDP on Equity and Excellence under OHEPEE, DHE(O)	30/03/2019	01/04/2019	31/12/2019	1000
2019	Spoken Tutorial under IIT, Bombay	30/03/2019	01/04/2019	31/12/2019	133
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Role of women in Panchayati Raj Diwas	**05/03/2019**	**05/03/2019**	**35**	**6**

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
A strong foundation is built among the students through Environmental Studies as one of the compulsory (AECC) course with emphasis on (i) Environmental Ecosystem (ii) Causes and remedy of pollution (iii) Environmental protection laws and finally exposing the students to Industrial houses and natural sites as part of study of their field projects.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	**Yes**	**3**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	**1**	**1**	**12/01/2019**	**1**	**Awareness programme on Women empowerment with SSG , Khalikani**	**1**	**30**
					[View File]()		

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Instruction to students to adhere college rules(College Calendar)	**01/09/2018**	**The college provides necessary instruction regarding human values and professional ethics through a handbook of college calendar issued to the students at the commencement of every academic year.**

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of	**05/09/2018**	**05/09/2018**	**80**

Teachers Day			
Gangadhar Meher Jayanti	30/08/2018	30/08/2018	47
Rashtiya Ekta Divas	31/10/2018	31/10/2018	71
Arm Forces Flag Day	07/12/2018	07/12/2018	32
Biswa Matrubhasa Divas	21/02/2019	21/02/2019	40
International Yoga Day	21/06/2019	21/06/2019	53
National Education Day	12/11/2018	12/11/2018	59
Extra- Mural Lecture on Indo-Pak relation	08/07/2018	08/07/2018	67

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

(i) Plantation of trees (ii) Clean campus drive by NSS (iii) Introducing students to Environmental causes and remedies through Lecture sessions (iv) Dumping of garbage (v) Polythene -free campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Personal counselling of students through welcome meetings after each admission batch. 2.Arrangement of special prizes for students scoring highest marks.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/two-best-practices.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

1. Conduct of seminar and workshop by the respective deptt. 2. Assessment of students performance through periodic tests. 3. Conduct of workshop on yoga 4. Gendersensition and Environmental awareness programme 5. Inculcating human values among the students through a number of programmes alongside classroom teaching.

Provide the weblink of the institution

http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/Institutional-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

Keeping in view its mission and vision, the IQAC adopts the following as the action plan for the next academic year. Steps will be taken to provide internet connection facility to the office setup as well as to all teaching departments. Government shall be moved for sanction of fund for improvement of Science

Laboratories. The mentoring system shall be strengthened by creating a database of students for ensuring inter-personal relationship between students and faculties. The existing college library shall be developed with digital system for better access of students to e-library, smooth management of distribution and cataloguing of books through LMS. In order to accommodate the large number of students, admitted in the college, the old academic block shall be renovated. Extension of surveillance camera shall be made infront of the office and gate in addition to all class rooms and office rooms as a token of safety measure. MCL Brajrajnagar shall be requested to complete the construction work of concrete road inside the college campus. Steps will be taken to extend Spoken Tutorial programme to faculties and students. Meeting with the stake holders shall be organized in repeated intervals to make use of their experience and knowledge in teaching-learning. The Gender Sensitization cell, Anti-ragging, Grievance Redressal, Equal Opportunity cell shall be accorded top priority for implementation of the existing rules in the college there of. The NSS and Red Cross units of the college shall organize as much programme as possible by involving students for the promotion of their leadership and personality development as part of their career objective. Plantation, Blood Donation, Yoga Camp, Self-Defense Training for girls shall be taken up as usual as part of its regular practices.